

## **FAIRFAX COUNTY SYNTHETIC TURF FIELD DEVELOPMENT PROGRAM APPLICATION GUIDELINES**

**Deadlines:** Notice of Intent to Apply due November 15, 2005. Application due December 15, 2005. Applicants must attend an information session held in early November.

**Available Funding:** \$483,000. Applicant must provide balance of cost through cash match and in-kind services.

### **Program Purpose**

Athletic fields with a synthetic or artificial turf surface are more beneficial to Fairfax County than natural grass surfaces for several reasons. Despite high up-front costs, artificial turf fields have very low maintenance costs. The wear and tear on the surface is minimal, even with high levels of usage. Because of their superior ability to drain water, the fields can be used year-round and in almost any kind of weather. They are also safer playing surfaces, due to their consistency. Further, artificial turf surfaces provide storm water management benefits to the area by effectively managing rainwater. In the long run, artificial turf fields will save the county maintenance costs and increase the inventory of field space available for community use. Industry estimates are that artificial turf surfaces have an average expected lifespan of seven to nine years.

Fairfax County's intent is to develop artificial turf fields at facilities that receive high use and include high turf maintenance costs.

The purpose of this program is to provide opportunities for athletic organizations to submit proposals to partner with the County to develop turf fields or convert existing grass fields to artificial turf on land owned by Fairfax County, the Fairfax County Park Authority (FCPA), and Fairfax County Public Schools (FCPS).

### **Eligible Applicants**

Any youth or adult sport organization, league or group that receives field use permits from Community and Recreation Services (CRS) is eligible to apply for funding to develop a turf field. Partnering with other organizations, including non-sport organizations, is highly encouraged. Completed fields will be permitted for use in accordance with the CRS Field Allocation Policy, and all users will be responsible for payment of the Application Fee.

Approved applicants will not receive exclusive use of fields; they will, however, be given first right of scheduling in accordance with the CRS Field Allocation Policy.

### **Eligible Fields**

FCPS and FCPA rectangular fields that can demonstrate significant community use are eligible for the program. Lighted fields are preferred, but non-lighted fields will be considered if they are in areas of high need and can serve a significant number of participants. Publicly-owned fields not owned by FCPS or FCPA (i.e., fields owned by other Fairfax County Government agencies or by incorporated towns within Fairfax County) will be considered if the applicant can demonstrate an appropriate level of project management.

“Significant community use” refers to the total number of hours per week that a field will be utilized for community use. Further, a field with significant community use will be used for multiple sports. All (or nearly all) available hours will be scheduled for use. The field will be used year round, to the extent practical. The committee will also consider how the development of a synthetic turf field will reduce impact on other fields, resulting in additional community use hours available.

### **Funding Available**

\$425,000 per fiscal year (July 1 – June 30) from the County. Remaining funds must be provided by the applicant (see below). The county share of the program is funded by revenues from the athletic facility application fee charged by the Department of Community and Recreation Services. This amount is subject to change based on revenue intake or additional appropriations. If adequate cash matches are proposed, multiple proposals may be selected for funding.

### **Design Specifications and Estimated Cost of a Synthetic Turf Rectangular Field**

All fields funded through this program must be built to the property owner’s specifications. The costs provided are estimates only and are intended to be simply a guideline for applicants. Costs may vary based on providers and other vendors, locations, need for additional infrastructure, or other variables. Because, in nearly all cases, accepted projects will have to be bid on through a Request for Proposals offered by the property owner, applicants are not required to submit a formal estimate. Please see the attached documents which outline the FCPA design specifications and estimated costs for synthetic turf rectangular fields. These documents should be used as guidelines only.

### **Matching Funds Required**

The applicant will provide the non-county-funded portion of the cost.

The selection committee will review the total assets and organizational size of the applicant and the applicant’s partners to determine the ability to provide a cash match and an acceptable level of match.

In combination with a cash match, organizations may justify other, in-kind, forms of contribution such as outreach, providing targeted programs in communities of need, developing new amenities for the identified turf field, and maintaining or developing fields currently maintained by the County. Proposals that included adding amenities such as bleachers, press boxes, etc, as a part of an in-kind contribution to the project by the applicant, must include a signed agreement from the property owners. Contributions that the organization currently makes (e.g., current Adopt-a Field agreements) will not be considered.

The size and financial status of the applicant will be considered in determining the reasonableness of any proposed in-kind match. During the application review process, the selection committee may request additional information or changes to the proposed plan. While the applicant should include a cash value of the in-kind match, the committee and CRS staff may independently verify and readjust the value.

### **Applicable Rules**

All projects will be managed by FCPA or FCPS, or an approved contractor, as appropriate. Projects must be built using specifications approved by the land owner.

Completed fields will be permitted for use in accordance with the CRS Field Allocation Policy, and all users will be responsible for payment of the Application Fee. The subletting or renting of space is strictly prohibited.

Multiple organizations intending to submit proposals for the same field will be required to submit a joint application.

The county will attempt to fund a field in each magisterial district. In order to ensure equitable distribution of turf fields in areas of greatest need, the committee may recommend funding fields that have not been proposed for development by an applicant.

Fields will be maintained by the local government agency currently responsible for their maintenance. Funded fields on properties not maintained by FCPA will require a memorandum of agreement (MOA) before the project is approved.

The committee will not consider future plans to light or otherwise improve facilities unless the plans have already passed all mandated reviews and have been implemented into an overall work plan.

### **Selection Criteria**

Prior to the full review of proposals, the selection committee will review the applicants' ability to fund the proposed projects, as defined below. Proposals that do not meet the established criteria will not be considered for funding.

**Ability to Fund Project:** Applicants have secured matching funds and provided documentation of ability to contribute their share of the project during the project period (the fiscal year for which the project was accepted), including a plan for obtaining matching funds. Contracts or memoranda of agreement with fiscal partners are included in the application package.

The selection committee will review each proposal and assign points based on the four criteria listed below.

1. **Need (50 pts possible):** Field is in an area of the greatest need for space as determined by the CRS allocation policy and FCPA Needs Assessment. Need is further defined as the relative lack of available fields per the number of participants in a given district, as determined by CRS and FCPA.
2. **Community Use (30 pts possible):** Field will support significant community use and will be permitted to multiple sports and user populations. Contracts or memoranda of agreement with field design and use partners are included in the application package. This criterion takes into account the partnerships and diversity of field users will allow for maximum use.
3. **Field Location/Amenities (20 pts possible):** The design of the field as it relates to the accommodation of different sports and users (i.e., size and configuration) and location allows for maximum use. Points will be earned for lighted fields, fields with greater accessibility to users, and other relevant factors determined by the selection committee. This criterion takes into account the physical features of

the field that will allow for maximum use. Additional improvements, which must be approved by the landowner, such as new fencing and other amenities, will be considered in awarding points.

### **Application Review**

The selection committee will be made up of FCAC non-sports representatives appointed by the Chair of the FCAC. FCAC members with a direct interest in any of the applicants (i.e., the member is involved with the organization applying or the member lives in a district being considered for a synthetic turf field) will be excluded from participation on the committee. The committee will prioritize proposals based upon the points awarded for the selection criteria established (see above) and usage and needs assessment information obtained from CRS and FCPA. The committee will recommend projects for funding to the CRS Director, who will make the final decision. The FCPA must approve projects on Park Authority property.

The final decision will be announced no later than January 31, 2006. Once a project has been authorized for funding, organizations will be notified via a letter.

### **Collection of Matching Funds**

Applicant must provide detailed explanation and timeline of how they will obtain matching funds and transfer those funds to the county. Supporting documentation from financial institutions, lenders, and partners is required.

Groups awarded funding must submit a payment plan outlining the timeline for providing matching funds to the county. All matching funds must be provided to the county by one month prior to the end of the fiscal year.

Projects will not begin until the payment plan is approved and a contract between the applicant, CRS, and the property owner is signed.

### **Application Process**

Applicants must attend an informational meeting held by CRS. Applicants that do not have a representative attend an informational meeting will not be eligible for funding. At the meetings, CRS staff will expand on the requirements of the program, elaborate on the implementation process, and provide technical assistance and guidance on proposal development. The schedule of meetings is as follows:

- Thursday, November 3, 2005, 7:00 pm, Pennino Building 10<sup>th</sup> Floor, 12011 Government Center Parkway, Fairfax 22035
- Wednesday, November 9, 7:00 pm, South County Government Center Room 219, 8350 Richmond Highway, Alexandria 22309.
- Thursday, November 10, 2:00 pm, Pennino Building 10<sup>th</sup> Floor, 12011 Government Center Parkway, Fairfax 22035

Organizations must notify CRS of their intent to apply by 4:00 pm on November 15, 2005. This notice should be e-mailed to [AthleticServices@fairfaxcounty.gov](mailto:AthleticServices@fairfaxcounty.gov) and include the following text: "<Name of Organization> intends to apply for funding to develop an artificial turf field at <Name of Field>." Applicants that do not submit the intent to apply by the deadline will not be eligible for funding.

Complete applications are due by 4:00 pm on December 15, 2005 to

Community and Recreation Services  
Attn: Athletic Services – Turf Field Program  
12011 Government Center Parkway, 10<sup>th</sup> floor  
Fairfax, VA 22035-1115

Proposals received after 4:00 pm on December 15, 2005 will be considered late and will not be considered for funding.

The following must be included in the application packet:

- Application cover sheet (see attached)
- Proposal narrative, with sections outlining how your proposal meets each of the four selection criteria
- Contribution plan, as described in “Collection of Matching Funds”
- Partnership contracts or memoranda of understanding

Don't forget your notice of intent!

If you have any questions, please contact Karen Avvisato at 703-324-5526 or [karen.avvisato@fairfaxcounty.gov](mailto:karen.avvisato@fairfaxcounty.gov).

\*These guidelines will be reviewed and may be revised on an annual basis.

**FAIRFAX COUNTY SYNTHETIC TURF FIELD DEVELOPMENT PROGRAM**

**APPLICATION COVER PAGE**

Applicant Name: \_\_\_\_\_

Applicant Address: \_\_\_\_\_  
\_\_\_\_\_

Applicant Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact E-Mail: \_\_\_\_\_

Please list partners and contact names, phone numbers, and e-mail addresses for each:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Field Applied For: \_\_\_\_\_

As a representative of the applicant named above, I understand the rules and requirements of the Fairfax County Synthetic Turf Field Development Program and agree to abide by them. I understand that the selection committee, the Fairfax County Department of Community and Recreation Services, the Fairfax County Park Authority, Fairfax County Public Schools, and other local government agencies affected by the proposed field may request additional information about my and my partners' organizations and our proposal and will provide such information as requested.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

## FCPA ARTIFICIAL TURF SPECIFICATIONS\*

\* These specifications are subject to change before project implementation begins.

### 1. GENERAL

#### 1.1. SCOPE

- 1.1.1. All work under this section is subject to the Information for Bidders, General and Supplemental Conditions which form a part of these specifications and to the current editions of the Fairfax County Public Facilities Manual. The Contractor shall be responsible for and governed by all the requirements thereunder.
- 1.1.2. Provide all labor, materials, equipment, and tools necessary for the complete installation of an artificial turf system as indicated on the plans and specifications herein. The installation of all new materials shall be performed in strict accordance with the artificial turf manufacturer's installation instructions and in accordance with all approved shop drawings. The artificial turf system shall consist of, but not limited to, the following:
  - 1.1.2.1. Artificial turf product must be **SprinTurf XP®, A-Turf SportFlex-R™, OmniGrass® 41**, or equivalent as approved by Owner.
  - 1.1.2.2. A full field under drainage system installed per artificial turf manufacturer's specifications and requirements.
  - 1.1.2.3. A base aggregate per artificial turf manufacturer's specifications and requirements.
  - 1.1.2.4. A complete artificial turf field system.

#### 1.2. QUALITY ASSURANCE

- 1.2.1. Work of this section shall be contingent upon approval of the turf manufacturer by the Owner after review of the qualifications of the bidder.
- 1.2.2. The turf manufacturer of the artificial turf system must have experience in the manufacturing and installation of this specific type of rubber in-fill artificial turf system for at least three (3) years and provide references of two (2) specific installations (minimum field size 70,000 SF) in the United States within the last three (2) years.

- 1.2.3. The Contractor shall provide competent workmen skilled in this specific type of installation.
- 1.2.4. All designs, markings, layouts, materials shall conform to current National High School/NCAA rules and other standards that may be applicable to this type of artificial turf system.
- 1.2.5. The designated Supervisory Personnel on the project must be certified, in writing by the turf manufacture, as competent in the installation of this material, including sewing and/or gluing seams and proper installation of the rubber in-fill.
- 1.2.6. The turf manufacturer shall have a representative on site to certify the installation of all components and warranty compliance.
- 1.2.7. Prior to installation, the turf manufacturer shall inspect the sub-base and accept in writing the sub-base surface planarity and compaction.
- 1.2.8. The turf manufacturer shall submit its' warranty which guarantees the usability and playability of the artificial turf system for its intended uses for an eight (8) year period commencing with the date of substantial completion.

## 2. PRODUCTS

- 2.1. Artificial turf product must be **SprinTurf XP®, A-Turf SportFlex-R™, OmniGrass® 41**, or equivalent as approved by Owner
- 2.2. Geotextile, Drainage and Base Construction
  - 2.2.1.1. The overall base design, drainage system, and the gradation of the aggregate to be used shall be approved in writing by the turf manufacturer and Owner prior to installation.
  - 2.2.1.2. Geotextile fabric shall be placed as recommended by the turf manufacturer and approved by the Engineer on the precision graded subgrade and in the drainage trenches.
  - 2.2.1.3. The Owner and turf manufacturer approved drainage system shall connect to existing stormwater catch basins located on the plans.
  - 2.2.1.4. The base aggregate shall be installed per turf manufacturer requirements.

2.2.1.5. The finished grade of the aggregate base shall be graded smooth and true to grades shown on the drawings using laser grading techniques, with a maximum tolerance of 0.1 foot.

2.2.1.6. The Contractor shall schedule a field meeting 48 hours in advance for the Owner and turf manufacturer to approve the finished grade prior to installing the artificial turf surface. The Contractor shall stake the field corner points, perimeter midline points, center point and record the actual elevations using laser grading techniques as verification that the finish grade is within the maximum tolerance of 0.1 foot.

### 2.3. Artificial Turf Material

2.3.1. The artificial turf fiber material shall be in accordance with the following:

2.3.1.1. The fiber shall be an 8,000 denier split-film type, 100 micron, 100% polyethylene, and measuring not less than two and a quarter inch ( $2\frac{1}{4}$ ") ( $\pm\frac{1}{8}$ ") high designed specifically for outdoor use.

2.3.1.2. The fiber face weight shall not be less than 44 ounces per square yard.

2.3.1.3. The fiber shall be tufted on a 3/8" tufting machine at a rate of 10 stitches per every 3". The minimum tuft bind shall be twelve (12) pounds.

2.3.1.4. The overall product weight must not be less than 80 ounces per square yard.

2.3.1.5. The fiber shall be treated with a UV inhibitor.

2.3.1.6. The fiber tufts shall be fanned or unfolded prior to installation. Rolling or spiraling will not be accepted.

2.3.1.7. The exposed fiber height above the in-fill material shall be no less than one-half inch ( $1/2$ ").

2.3.2. The primary backing shall consist of a minimum of three components, woven/non-woven product, and a minimum weight of ten (10) ounces per square yard.

2.3.3. The secondary backing shall consist of polyurethane and a minimum weight of twenty-eight (28) ounces. The backing shall be

perforated with a three sixteenths inch (3/16") to a quarter inch (1/4") holes with four inch (4") separation. Complete artificial turf system shall drain in excess of twenty inches (20") per hour.

- 2.3.4. Infill material shall be washed and dust free cryogenically processed SBR. Depth of material at completion of placement shall be no less than one and three quarters inch (1-3/4") ( $\pm 1/8$ ").

## 2.4. Perimeter Edge Details

- 2.4.1. Perimeter edge shall be submerged (grass to artificial turf interface).
- 2.4.2. Perimeter edge shall be installed per artificial turf manufacturer specifications.
- 2.4.3. Perimeter edge shall be in sections of not less than twelve feet (12') long were applicable.

## 2.5. Field Groomer

- 2.5.1. The Contractor shall provide the Owner a non-powered groomer with standard hitch to connect to Owner's tractor vehicles.
- 2.5.2. The Contractor shall be responsible for verifying the type of hitch attachment with the Owner.
- 2.5.3. The groomer shall be of a design as recommended by the artificial turf manufacturer for proper maintenance of the artificial turf and to satisfy and maintain the warranty requirements as described herein.
- 2.5.4. The groomer shall provide the following capabilities:
  - 2.5.4.1. Groom the pile fibers;
  - 2.5.4.2. Collect surface debris;
  - 2.5.4.3. Level out the infill particles.

## 2.6. Surplus Materials

- 2.6.1. The Contractor shall provide the Owner the following surplus materials:

2.6.1.1. Turf fabric- five hundred square feet (500) with at least one piece fifteen inches (15") wide by thirty inches (30") long to be used for emergency repairs to turf.

2.6.1.2. In-fill material- as required to fill five hundred square feet (500). This material may not be used by the Contractor as top dressing as required to maintain depth and Gmax values during the warranty period..

2.7. Product Data: The successful bidder shall submit three (3) copies of the following turf manufacturer's catalog cut/equipment data; all submittals shall be marked-up to indicate features/capacities/sizes/etc. as they apply to this project:

2.7.1. Artificial Turf System

2.7.2. Full Field Drainage System

2.7.3. In-fill Material

2.7.4. Base Aggregate

2.7.5. Groomer

2.7.6. Warranties

2.7.7. Perimeter Nailer/Anchor System

2.7.8. Miscellaneous Materials

2.8. Maintenance and Operating Instruction Manuals - three (3) complete manuals shall be furnished to the Owner's Representatives office at the completion of the project. These Manuals shall be in the form of 3-ring binders and shall contain all operating and maintenance manuals for all aspects of the project outlined above.

### 3. DELIVERY, HANDLING AND STORAGE

3.1. Pack, ship, deliver, install and test all material in such a manner as to protect it from damage due to weather, vandalism, theft, shipping or other cause.

### 4. WARRANTIES

4.1. The artificial turf manufacturer shall provide a warranty to the owner that covers defects in materials and workmanship of the turf for a minimum period of eight years from the date of substantial completion. The turf manufacturer must verify that their on-site representatives have

inspected the installation and that the work conforms to the turf manufacturer's requirements.

- 4.2. The warranty shall include general wear and damage caused from UV degradation.
- 4.3. The warranty shall include the repair or replacement of the affected areas and shall include all necessary materials, labor, transportation costs, etc. to complete said repairs.
- 4.4. The warranty shall cover defects in the installation workmanship, and further warrant that the installation was done in accordance with both the turf manufacturer's recommendation and any written directives of the turf manufacturer's on-site representative.
- 4.5. The warranty shall guarantee a Gmax rating between 95 and 108 at the time of installation and below 150 for the remaining term of the warranty. The warranty shall state that if test results show that Gmax rating has not been met, the turf manufacturer shall take all steps necessary to correct the condition. The turf manufacturer shall provide adequate information to confirm that the corrective measures were successful.
- 4.6. The turf manufacturer shall provide the necessary testing data to the Owner that the finished field meets or exceeds the required Gmax.
- 4.7. The turf manufacturer shall provide the necessary testing data to the Owner that the field meets or exceeds the required Gmax on an annual basis.

## 5. EXECUTION

- 5.1. The installation shall be performed in full compliance with approved shop drawings.
- 5.2. Only factory-trained technicians, skilled in the installation of athletic caliber artificial turf systems working under the direct supervision of the artificial turf manufacturer's installation supervisors shall undertake the placement of the system.
- 5.3. All surfaces to receive any artificial turf system components shall be inspected and certified by the turf manufacturer as ready for the installation of the next artificial turf system component.
- 5.4. The designated Supervisory Personnel on the project must be certified, in writing by the turf manufacture, as competent in the installation of this material, including sewing and/or gluing seams and proper installation of the rubber in-fill.

## 6. INSTALLATION

- 6.1. All materials to be incorporated in the artificial turf system shall be new, without flaws or defects and shall conform to all standards set forth in these specifications and as approved by the Owner's representative.
- 6.2. The Contractor shall strictly adhere to the turf manufacturer's instructions and installation procedures. Any variance from these requirements must be accepted in writing by the turf manufacturer's on-site representative and submitted to the owner for approval. Installation shall not be altered in any way that may affect the product warranty.
- 6.3. The Contractor shall thoroughly inspect all materials delivered to the site both for quality and quantity to assure that the entire installation shall have sufficient materials to maintain the schedule.
- 6.4. The sidelines, end lines and centerline shall be tufted or inlaid per approved shop drawings.
- 6.5. The base aggregate shall be installed per turf manufacturer's requirements.
- 6.6. The finished grade of the aggregate base shall be graded smooth and true to grades shown on the drawings using laser grading techniques, with a maximum tolerance of 0.1 foot.
- 6.7. The Contractor shall schedule a field meeting 48 hours in advance for the Owner and turf manufacturer representative to approve the finished grade prior to installing the artificial turf surface. The Contractor shall stake the field corner points, perimeter midline points, center point and record the actual elevations using laser grading techniques as verification that finish grade is within the maximum tolerance of 0.1 foot.

## 7. CLEAN UP

- 7.1. The Contractor shall provide labor, supplies and equipment as necessary for final cleaning of surfaces and installed items.
- 7.2. All usable remnants of new material shall become property of the Owner.
- 7.3. The Contractor shall keep the area clean throughout the project and clear of debris.

END OF SECTION

## ESTIMATED SYNTHETIC TURF FIELD COSTS\*

\* This is an estimated cost based upon work completed in 2004. Actual costs for future projects are expected to rise.

### Contract Scope

- Install Erosion Controls
- Excavate and prepare subgrade, laser graded
- Install under drain system and base aggregate, laser graded
- Install synthetic turf surface, 100% rubber infill (no sand)
- Sod and seed all disturbed ground surfaces
- 90 Days to Complete Construction

### Contract Costs

Mobilization	\$ 35,000
Erosion and Sediment Controls	\$ 10,000
Earthwork	\$ 15,000
Synthetic turf field (carpet & infill)	\$520,000
Sod (overrun areas)	\$ 10,000
Soccer/Football Goals	\$ 4,000
Bleacher and Player Bench Pads	<u>\$ 2,400</u>
Subtotal	\$596,400
Contract Contingency (10%)	\$ 59,640
Administrative Costs-Project Management (6%)	\$ 35,784
Testing & Inspections	<u>\$ 10,000</u>
Subtotal	\$105,424
<b>TOTAL</b>	<b>\$701,824</b>